

John R. Benson  
HSEMD

Andy Buffington  
Communications Center

Vacant  
EMS

Larry Smith  
Emergency Management

Angela Clouser  
Member-At-Large

Ellen Hagen  
Fire Department (Volunteer)

Rob Rotter  
Sheriff's Office

Michael Kasper  
Sheriff's Office

Michele Bischof  
Fire Department

Tom Lampe  
Iowa DPS

Jason Leonard  
Municipal Police Department

Carole Lund-Smith  
ILEA

David Ness  
Municipal Police Department

Vacant  
Communications Center

Marty Smith  
Iowa DPH

David Anderson  
Iowa DOT

Jeffery Swearngin  
Iowa DNR

Patrick Updike  
Iowa DOC

Jeff Franklin  
Office of the CIO

Legislative Members  
Senator Jim Lykam  
Senator Randy Fenestra  
Representative Bob Kressig  
Representative Steven Holt

Meeting Minutes  
Iowa State Interoperable Communications System Board  
March 14, 2019  
West Des Moines City Hall  
4200 Mills Civic Parkway  
West Des Moines, Iowa

Meeting called to order by Chair Lampe at 10:30 am.

Conference telephone line was opened for public listening and comment, and for Board members who found it impractical to attend in person.

Fourteen voting board members attended, via phone and in-person, establishing a quorum.

**Voting Members in Attendance:** Marty Smith, Tom Lampe, Andy Buffington, Ellen Hagen, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Michael Kasper, Carole Lund-Smith, Larry Smith

**Members via Conference Line:** Patrick Updike, Jeff Franklin

**Non-Voting in Attendance:** SWIC Chris Maiers, Outreach Specialist Shawn Wagner, Administrative Assistant Hollie Davidson

**Absent:** Jeff Swearngin, David Anderson, John Benson, Angela Clouser

**Guests:** Doug McCasland, Crystal McIntyre, Rob Dehnert, Brad Button, Brian Krumm, Tracey Bearden, Tom Reis, Steven Gray, Connie Stufflebeem, James Lundsted

**Approval of Agenda:** Michele Bischof made a motion to approve the agenda. Michael Kasper seconded the motion. All in favor. Motion passes.

**Approval of Minutes:** David Ness made a motion to approve the meeting minutes from the February 14, 2019 meeting. Marty Smith seconded the motion. All in favor. Motion passes.

**SWIC Report:** SWIC Maiers gave an update regarding the StatusBoard and Minnesota's source code. The papers regarding Minnesota and Iowa are under review with Minnesota's contract managers.

SWIC Maiers reported that a significant amount of progress had been made with Interstate Interoperability. Regular meetings with Minnesota, Illinois, and Wisconsin are taking place. SWIC Maiers also recently had the first meeting with Nebraska. Work has progressed far enough with Minnesota that a Minnesota County is applying for interoperable Level 1 access to ISICS. Minnesota is reciprocating the same process for Iowa agencies. Regarding Wisconsin, discussions were related to the process of characterizing landscape and what steps to take in developing a comprehensive solution. Regarding Illinois, discussions have begun regarding draft language and MOA type of agreement. A meeting with Missouri has been scheduled for March 27, 2019, in Clarinda. A meeting with South Dakota in LeMars is scheduled for April 4, 2019. SWIC Maiers hopes that these meetings will help facilitate enhanced interoperability among the states.

SWIC Maiers reported that several surveys had been distributed to interstate interoperability stakeholders regarding radio programming. The responses will be tabulated to help convey the current communications landscape.

SWIC Maiers gave an update on the PSAP grant and the consolettes and control stations. Most of the consolettes and control stations have been delivered. However, he is waiting for parts and power supplies to arrive for approximately 30 control stations that need them. SWIC Maiers reported that up to 37 consolettes could be ready to go out the door by the end of March or early April if they are programmed. Shipping delays have hindered the process. All programming software has been received, and he and Deputy SWIC Walser have been working on code plugs.

Chair Lampe inquired as to whether or not there is any money left from the grant. SWIC Maiers stated there is approximately \$15,000 left but there may be some last minute unanticipated costs necessary and the remaining funds should cover those costs.

SWIC Maiers reported that adjustments on some of the PSAP's requests came in, and compatibility concerns have also been addressed.

The P25 Steering Committee recently met to discuss the standards that were approved at the last TIA/TR-8 meeting. All of these standards were adopted through the approval of the Steering Committee. There is also work being done on P25 white papers.

SWIC Maiers stated that the National Emergency Communications Plan for 2019 is now available for review and comment.

**911 Council Report & 911 Program Manager:** In the absence of 911 Program Director Blake DeRouchey, Sheriff Rob Rotter reported that at the 911 Council meeting, a new

committee was formed. This new committee will deal with baseline standards for 911 operators are maintained and stay current and compliant. Sheriff Rotter requested that Carole Lund-Smith consider playing a role in this committee.

Mr. Rotter also reported that the 911 Council changed some of their by-laws to reflect a new Attorney General's opinion that allows attendance via the phone to keep the 911 Council meetings moving.

The E911 Council approved travel requests for the upcoming NENA and APCO Conferences and training funds.

**User Group Committee:** UGC Chair Buffington had to step out of the ISICSB meeting temporarily, so SWIC Maers reported that the User Group Committee (USG) reviewed two applications that will be up for approval in New Business. The USG also discussed allowing neighboring state PSAP ISICS access, which will be also be discussed in New Business.

**Finance Report:** Finance Committee Chair Hagen reported that the monthly net expenditures during February for the Interoperable and Broadband Communications Fund were \$11,890. The February ending balance was \$202,264. Monthly expenditures during February for the SLIGP 2.0 were \$12,640. Of that amount, \$10,112 were federal expenditures. The remaining federal amount available from the SLIGP 2.0 Grant is \$113,253.

Chair Hagen stated that the Finance Committee is recommending board approval for the Region VII FirstNet Forum to be held on May 29-30, 2019, in the amount of \$20,000 to come from the SLIGP 2.0 fund. This motion will be made under New Business.

**Governance Committee:** In the absence of Governance Committee Chair Benson, David Ness gave the report. At the last meeting, the Committee reviewed four standards. Two of these standards advanced to the board for approval in today's New Business, and two of them were referred back to the Standards Working Group for revision.

**Operations Committee:** Operations Committee Chair Bischof reported that the Operations Committee met and continues to receive feedback on the air-to-ground channels.

Chair Bischof reported that there was also discussion regarding FCC licensing and who should be in control of this. The Operations Committee has asked for assistance from the Finance Committee with this in regards to possibly hiring a firm to help with the FCC license. The Operations Committee recommends that a firm manage the license and ISICSB control and maintain the license rather than another state agency if funding allows.

Chair Bischof also reported that work is on-going regarding best practice use of the consoles/control stations that will be given to PSAPs. Work is also commencing on updating legacy plans, and the Operations Committee will be working on VLAW31 first.

Chair Lampe inquired as to an estimate for the price of hiring a firm for the license management. Chair Bischof stated that based on other jurisdictions using a firm to manage

its FCC license, the cost could be tens of thousands of dollars a year. The Operations Committee is just beginning to look into the option of hiring a firm and is doing preliminary investigations as to if ISICSB finances would be able to support the cost.

Larry Smith inquired as to whether the Operations Committee would be addressing VMED and VFIRE in addition to VLAW31. Chair Bishof clarified that those other frequencies are on the agenda as well once VLAW31 has been addressed.

**Outreach Committee:** Outreach Committee Chair Hagen reported that the committee continues to send out all received information to contacts across the state.

**FirstNet Outreach Specialist Report:** FirstNet Outreach Specialist Shawn Wagner gave an update explaining the roles and duties of the Outreach Committee. Mr. Wagner stated that the Committee distributes surveys and anyone who would like a survey done should reach out to him.

Mr. Wagner reported that Hollie Davidson and Kyle Richardson (FirstNet Representative) had been extremely busy planning the upcoming Region VII FirstNet User Forum planned for May 29-30, 2019.

Mr. Wagner requested that anyone that has any information they would like to include in the next newsletter, they need to submit this to him as soon as possible.

Mr. Wagner reported that Ms. Davidson has recently updated contact information for PSAPs, Emergency Management, Police Chiefs, Fire Chiefs, and Sheriffs.

The ISICSB website is currently being updated and upgraded to Drupal 8. During the transition, testing may interrupt some areas of the website for a short period.

Mr. Wagner reported that he has been updating the MOA and user agreements for ISICS access on the ISICSB website. The update will be included with a new security update and a new version update.

Mr. Wagner reports that he participated in a SLIGP 2.0 conference call review. On this call, Mr. Wagner learned that the grant allows for testing coverage in areas where AT&T has given approval. Mr. Wagner has sent an email to Carolyn Dunn requesting more information about what exactly is allowed as far as the “black boxes” used for this testing and what is available to place in vehicles for testing purposes. Chair Lampe requested that Operations Committee Chair Bischof research the “black boxes” further as well.

Mr. Wagner stated that he has discussed with FirstNet Representative Kyle Richardson that there is an issue regarding the general public and public safety arena’s understanding of networks and the available devices. Mr. Wagner has requested that Mr. Richardson develop a FAQ sheet with the exact questions to ask vendors who state that they offer the same priority services that FirstNet/AT&T offers. A list of questions to ask will allow public safety workers the ability to ask the right questions to get a true comparison between the vendor services.

Chair Lampe expanded on the SLIGP 2.0 grant phone call, stating that the “black boxes” that Mr. Wagner was referring to are inexpensive devices that ping the network and tests areas while driving. The idea is to have the FirstNet Broadband Committee request that the governor signs off on allowing the “black boxes” to be used for testing new sites. Mr. Wagner added that these black boxes would also be useful in verifying services where any issues may arise with respect to FirstNet coverage.

Chair Lampe also asked Mr. Wagner if regarding the update to the application he had previously mentioned, was he referring to the signature portion of the application. Mr. Wagner stated that this is what is being updated so that a complete signature will now be required instead of initials only. Mr. Wagner also reminded that anyone who completes the application, please choose the county from the drop-down menu.

Larry Smith inquired as to whether or not there was anything that could be done to assist in helping people to differentiate ISICS from FirstNet, as many people believe they are one concept. Mr. Wagner stated that this is a fine line to discuss because the technologies are very similar, and radio and cellular are both considered radios, but the capabilities of the two technologies are very different from one another. Mr. Wagner stated that “push-to-talk” is where the technologies become confusing. He stated that as the two technologies get closer and closer, the gray areas will expand, but it will be years before the two overlap one another.

Chair Lampe stated that he receives calls often asking if ISICS can be placed on FirstNet towers and vice versa. He suggests doing a white paper on the issue and how to differentiate and separate FirstNet from ISICS. Chair Lampe explained the FirstNet compliments ISICS on the data side, and the voice side is related to ISICS. Vice Chair Leonard agreed that the information needs to be made available because the questions are continuing to become more prevalent. Mr. Wagner suggested including this topic in the newsletter. Chair Lampe also stated that the FirstNet Forum in May should help clear some of these questions up for people.

Operations Chair Bischof stated that she feels whatever is included in the newsletter regarding the white paper; this should be information that comes directly from the Operations Committee. She suggests not including the complicated technological aspects in the information that will be provided in the newsletter. Ms. Bischoff suggests keeping the information provided in the newsletter as simple as possible and specific to the device on the hip. Ms. Bischof is requesting to see any information that might be included in the newsletter before the newsletter is sent out. Chair Lampe requested that Mr. Wagner provide any information to the Operations Committee before sending out anything in the newsletter. Mr. Wagner agreed that this would be done.

Vice Chair Leonard inquired as to if Mr. Wagner is utilizing social media, the ISICSB website, twitter, Facebook, etc. for outreach to the public. Mr. Wagner stated he would also look for a video he could post to simplify things for people.

**Training/Exercise Committee:** SWIC Maiers gave the Training Committee report. The Training Committee met and discussed what it would look like as the rollout of the ISICS network begins and the adopted standards. Suggestions might include providing guidance, written documents or training modules demonstrating how to use the network in various scenarios.

The Training Committee also discussed the 2019 TA requests. The acceptance letter was received on March 12, 2019. Approval was given for a cybersecurity webinar for PSAPs, SCIP refresher, Communications Unit Planning & Policies TA, COMT, and INTD training. Approval for a COML training was deferred.

SWIC Maiers stated that the Training Committee is still looking for someone to serve as chair.

**Technology Committee:** Technology Chair Updike reported that the Technology Committee met on February 28<sup>th</sup> and March 5<sup>th</sup>. Discussions on the February 28<sup>th</sup> call included revisiting the air-to-ground channels. The Technology Committee discussed a further investigation into potential adjacent interference with air-to-ground channels relative to the 700 MHz Channel Plan for county general use frequencies. Because some of the air-to-ground channels are directly next to general use frequencies, the Technology Committee would like to look at the frequencies from the list of 700 MHz channels and position those for a regional plan across the state for the air-to-ground channel use that would cause minimal interference with the general use frequencies.

Technology Committee member Clint Miller created a map that the committee is revising before distributed to ISICSB. The map shows the 99 counties across Iowa and highlights the counties throughout the state that have a potential interference problem with air-to-ground and general use channels. The map does not take into consideration the landing zone frequencies. Approximately five counties have been identified that could potentially have interference issues. Once Mr. Miller has the map refined, it will be reviewed by the Operations Committee then distributed to ISICSB members.

The March 5<sup>th</sup> Technology Committee meeting discussion involved CAP testing. Chair Updike deferred this report to SWIC Maiers. SWIC Maiers reported that the Technology Committee discussed the subscriber radio requirements per ISICS Standard 2.13.0. The Technology Committee is reviewing the Compliance Assessment Program documents to determine whether or not a subscriber is compatible with the system. A benefit to this is that the 2017 CAB specifies that tests must be conducted on a Motorola Astro 7.17 system, which is what ISICS is. The Technology Committee will continue to look at these subscribers and hope to provide a list of those known to work relative to ISICS Standard 2.13.0. SWIC Maiers believes this is beneficial in that agencies will have more control over accessing the system. To date, documentation has been received or is available from BK Realm, Kenwood-EF Johnson and Motorola. Documentation from Harris will be available soon. This documentation provides some assurances that the listed subscriber units will work on ISICS when properly equipped. There are several manufacturers that have radios on ISICS currently. The agency purchasing the radios will still have the responsibility to verify that what they are purchasing is compatible with ISICS. The process the Technology Committee is looking at is much more open than what some other states have done.

**FirstNet Broadband Committee:** FirstNet Broadband Committee Chair Bischof reported that the FirstNet Committee met on March 12<sup>th</sup>. Discussions at this meeting included the Region VII FirstNet User Forum in May and relationship building between the Subcommittee FirstNet.gov. FirstNet.gov has provided a better understanding of local control, uplifting priority processes, how to join FirstNet and the future roadmap. The roadmap includes capacity, situational awareness, voice communications, secure information, and user

experience. On the AT&T side, the discussion involved ensuring progress as to meet the specifications as required in the RFP with 98 percent geographic and 99 percent population coverage. Outdoor coverage is currently in the high 80s percent indicating that progress is continuing to be made and new towers are being built every month.

**LEA Committee:** LEA Committee Vice Chair Rob Rotter reported that an organizational meeting was held in February. There was an excellent turnout at this meeting, and the next meeting will be held on Tuesday, March 19<sup>th</sup>.

**Other Reports:** SWIC Maiers reported that he received an email from Worth County stating that their application for access to the Minnesota ARMER system has made it through the second round of the application process and has moved forward to the final application approval process. They interoperate with Freeborn County, Minnesota frequently, so being able to access ARMER and ISICS helps enhance interoperability along the border.

Chair Lampe gave a DPS status update. He stated that on March 20<sup>th</sup>, a dry run would be conducted on using ISICS and the first Communications center will be Storm Lake. The intent for this is to demonstrate how it is used for operable and interoperable communications. This dry run will also give dispatchers the opportunity to see and feel how it works with real-life scenarios and experience of handling traffic on the new system. Following the Storm Lake test, we will move to the Cedar Falls Communications Center, then to Cedar Rapids and finally Des Moines. The process will be repeated one more time to ensure that everyone is comfortable using ISICS. Chair Lampe invited anyone who would like to come to attend the dry runs. Chair Lampe will provide the board with the dates for each of these dry runs before they take place.

Chair Lampe also reminded the ISICSB that the Iowa State Patrol is not using ISICS as an operational network yet. However, some vehicles are currently using the system for testing purposes. Chair Lampe emphasized again that it is not being used operationally right now and it will not be until it is completely ready to do so.

Vice Chair Leonard stated that it was recently brought to his attention regarding the ISICS Platform and local control. There is a misconception that agencies using ISICS may lose local control over local operations. Vice Chair Leonard stated that ISICS and the ISICSB's main goal is to achieve interoperability, not to get involved in local daily operations. He reiterated that agencies that use ISICS for interoperability and/or operability maintain local control over their daily operations. Vice Chair Leonard was so concerned about this misconception that he and Chair Lampe decided to address the issue on social media. The social media information urged people to contact the ISICSB or ISICS representatives to ask the questions, rather than asking other vendors. Chair Lampe added that the ISICSB is tasked with governance and responsibility of ISICS. With ISICS, agencies still have control, and it is important to address any rumors regarding these control issues.

Chair Lampe stated that whatever system agencies choose to use, it needs to be protected. ISICS is what is used to protect any system that is chosen to be used with. Vice Chair Leonard prefers the term "responsible for" rather than "control." ISICS is responsible for the interop piece, not the control piece. Ms. Bischof stated that she feels governance is another term that could be used to describe ISICS.

Chair Lampe made the point that all systems have rules, and ISICS provides those rules for interoperability.

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Motorola Solutions Project Manager Melvin Mercado started with addressing the question of what is the difference between FirstNet and ISICS. Mr. Mercado stated that while the platforms are two different things, the ISICS platform has several components built into the software that allows for integration between the two different technologies. Mr. Mercado suggested possibly having a representative at a future meeting to discuss the ISICS Platform and the level of integration that can be achieved and how roaming from one platform to another could occur. If the board wishes, Mr. Mercado will find someone to give a presentation to the board regarding this. Chair Lampe suggested that Mr. Mercado and Operations Chair Bischof work together on getting this presentation accomplished.

Mr. Mercado gave the Motorola Project Update. Mr. Mercado displayed the condensed version of the Platform Buildout – Tracking Map. The two sites of interest were Hardin and Rock Rapids.

Hardin is an active build site that needs the landscaping, erosion control and fencing to be finished, but terrain and weather issues have made those tasks difficult. Rock Rapids is the only site that is not transmitting because it has not been built yet. The Rock Rapids tower is a replacement to an existing IPTV tower and has been challenging. Motorola has just recently received preliminary construction drawings for the plan and will be following up with IPTV soon to get approval to start digging. Once building starts, there will still be some challenges with building a tower next to an existing tower without disrupting operations.

Mr. Mercado displayed a mobile and portable outdoor coverage map for Iowa as the network stood on March 14, 2019 without the Rock Rapids site.

Mr. Mercado also reported that coverage testing is on-going and gave a summary of the progress. The diagram displayed which counties have seen testing completed and those that have not yet been checked.

Mr. Mercado displayed the coverage testing results Status Map for the state and Hancock County. In Hancock County the map showed 1,024 tiles mapped with a capture rate of 90.2 percent. There were 924 tiles tested and all 924 passed. The 924 tiles represent those that have a road with the ability to drive through. Mr. Mercado will provide these slides when they are all completed.

Vice Chair Leonard inquired as to whether or not there is a tower in Hancock County. Mr. Mercado stated that there is not a tower, but the coverage testing map demonstrates the mobile coverage in the area passed all the areas in which it was tested.

Mr. Mercado summarized his report stating that Hardin will be completed and Rock Rapids will be started soon. Coverage testing will resume as weather permits. Logging integration has also been completed.

Mr. Mercado stated that all DPS dispatch centers are now using new equipment to access legacy resources. He explained that the DPS dispatch centers have access to all the tower



sites that are part of ISICS. Also, the dispatch centers also have access to all of the legacy DPS VHF towers. This means that the new equipment has access to the VHF and conventional equipment to allow continued operations with it, as well as having access to all ISICS tower sites. While ISICS is not yet operational, but they have been integrated so the two can support each other until there is a final cutover where DPS starts using all of the tower sites. Chair Lampe stated that DPS communications would start patching LEA into the regional ISICS interoperable talkgroups. This does not mean LEA will go away, but it will be integrated into ISICS until the circuits are completely gone.

Mr. Mercado continued his summary stating that the core upgrades have begun. The automated audits were completed on 3/12/19, and the database freeze started on 3/13/19. The database conversion process is scheduled to start on 3/18/19, followed by the database installation and testing to start on 3/25/19. The plan is for the cutover to occur on 4/1/19.

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Jim Lundsted from the Department of Homeland Security Office of Emergency Communications Division (ECD) gave an update. Mr. Lundsted state that the old OEC no longer exists and is now called the Cybersecurity and Infrastructure Security Agency (CISA). This agency is essentially the department's risk managers and informers with respect to critical infrastructure. The agency works with Federal Network Protection (such as information technology), Proactive Cyber Protection (outreach, diagnostics, monitoring, assessments), Infrastructure Resilience and Field Operations (the majority of infrastructure in the U.S.), and Emergency Communications. Mr. Lundsted displayed a slide depicting sixteen critical infrastructure sectors and corresponding sector-specific agencies. Mr. Lundsted's primary focus is on the government sector of infrastructure rather than the private sector.

Mr. Lundsted displayed several slides in which he gave a summary of the vision and mission of CISA and ECD. The slides included 16 critical infrastructure sectors and corresponding sector-specific agencies, a slide depicting what the ECD has accomplished, 2019 NECP updates, Iowa 2019 ICTAP Technical Assistance, current mobile apps available such as the eNIFOG and GETS/WPS Dialer and any costs associated with WPS.

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SWIC Maiers gave an update on the Standards Working Group. They moved four standards on to Governance. Of those, two standards up for approval today. One updates the committee that owns standards compliance to Governance. The other is related to system documentation. The two other standards need further work. One was sent to the Attorney General's Office for review.

The next Standards Working Group meeting is scheduled for March 26, 2019. The group is making great progress on the standards and will be moving towards the standards that will be custom-fit for Iowa.

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SWIC Maiers gave an update on the wind farm issues. The ISICSB has been able to secure some meetings with the Iowa Utilities Board (IUB) to discuss new wind farm projects. SWIC Maiers stated that there was a bill trying to make its way through the Iowa Senate under

Senate File 361. This bill would require energy companies to do communication studies in Iowa.

Currently the process states that if the wind farm project is of substantial size (25 MW or larger), they are required to get approval from the IUB. As of now, the bill states that regardless of size, any new wind farm projects would be required to complete a communications study to make sure there is no microwave network interference with emergency communications networks.

The Wind Farm Committee submitted feedback regarding the bill asking for it to include the repowering of the wind turbines as well. SWIC Maiers has not seen any recent updates on this since making it through funnel week.

SWIC Maiers reported that he gave a presentation to IUB last month outlining the concerns regarding microwave backhaul and public safety Land Mobile Radio networks and the effects on this from the wind farms. The presentation went well and was attended by some larger power companies, such as MidAmerican Energy and Alliant Energy, and some smaller companies as well. The feedback from the presentation was positive, and progress is being made to work together on the wind farm issues.

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**Old Business:** None.

**New Business:** UGC Chair Buffington stated that the UGC considered and voted to approve the following applications for access: Level 1 – Freeborn County Minnesota. Level 2 - Keokuk County EMA. Chair Buffington also brought forth blanket Level 1 approval for PSAPs in counties that border Iowa in other states for a single device ID as long as they submit a signed MOA.

UGC Chair Buffington made a motion for the board to approve the users and access of neighboring state PSAPs that border Iowa. Mr. Ness seconded the motion. All in favor. Motion passes.

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SWIC Maiers briefed the ISICSB on the Region VII FirstNet Forum costs and what SLIGP2.0 monies could be used for.

Finance Committee Chair Hagen made a motion for the approval to use \$20,000 of the SLIGP 2.0 grant funds for the Region VII FirstNet User Forum on May 28<sup>th</sup>-29<sup>th</sup>, 2019. The monies will be used for hotel space, conference rooms, hotel accommodations for out of town guests, etc. Michele Bischof seconded the motion. All in favor. Motion passes.

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In the absence of Governance Chair Benson, David Ness made a motion for the approval of two standards. The standards included were for Standards Compliance Process and Equipment Configuration Information. Rob Rotter seconded the motion. All in favor. Motion passes.

**Public Comment:** None.

**Motion to Adjourn:** Vice Chair Leonard made a motion to adjourn. Carole Lund-Smith seconded. Meeting adjourned at 11:56 a.m.

YouTube link for the March 2019 ISICSB Board Meeting:  
<https://youtu.be/h0MUWzmet-Y>